

Atlantic Regional Local Human Rights Committee
Draft Minutes

- I. ***Date of Meeting:*** December 3, 2012 (rescheduled from October 29)
- II. ***Members Present:*** Valerie Guess, Chair; Karen Etheridge, Vice Chair; Dr. Carlenia Jackie Jackson-Burton
- III. ***Others Members Present:*** Reginald Daye, Regional Advocate; Sara Goddard, Divine Behavioral Services; Tracey Jarvis, Superior Community Services; Renna Ebron, New Hope Family & Youth Services; Jonathan Gibbs, Pathways Developmental Services; Vimal Amin, Divine House; Sharon Davis, Harmony House; Richard Mason, Oasis Counseling Center; PaTina Sharpe-Graves, Oasis Counseling Center; Adrienne Sears, F.A.C.E.S. Community Services; Joann Reinhold, F.A.C.E.S. Community Services; Renata Brown, Rosezanne's Ark.
- IV. ***Meeting called to order*** at 9:12 am by committee chair, Valerie Guess. Committee members, Ms. Guess, Ms. Etheridge, and Ms. Jackson-Burton were present at the meeting's call to order. The meeting was held at F.A.C.E.S. Community Services at 3500 Tejo Lane, Suite 105, Chesapeake, VA 23321.
- V. ***Adoption of Agenda:*** The LHRC voted to adopt the meeting agenda with the following corrections: 1) Divine Behavioral Services wishes to notify committee of adding additional service of Life Day Treatment. 2) Oasis Counseling Center seeks affiliation for new service of Mental Health Support Services, as well as approval of behavior management and rules of conduct for the service.
- VI. ***Approval of Minutes:*** The LHRC motioned, voted, and adopted the draft minutes submitted from the previous meeting on 7-30-12, with the following corrections: F.A.C.E.S. Community Services' # of clients served was changed from "27" to "31"; and additional services was changed from "No" to "Yes."
- VII. ***Old Business:*** No old business was addressed.
- VIII. ***New Business:*** Mr. Daye informed affiliates that, prior to next meeting, annual seclusion and restraint reports will be due to Marion Greenfield's office by January 15, 2013. This form can be found on the DBHDS web site. At the next meeting (January 28, 2013), 4th quarter reports as well as annual reports will be due. Mr. Daye reminded affiliates that he must receive all providers' reports two weeks in advance of the meeting via his fax line. Failure to send reports timely to Mr. Daye's office will result in a report being made to licensing that provider's program is out of compliance. In addition, no new affiliation requests will be heard at the next meeting if provider is out of compliance with this directive.

Mr. Daye advised affiliates that serious incidents and deaths are to be reported to the Central Office in Richmond at fax # 804-692-0066. This form can be found on DBHDS web site. Affiliates are not to send abuse allegation and complaints reports to the Central Office, only to Mr. Daye's office.

Mr. Daye and committee members developed the schedule of meetings for 2013. The meeting schedule will be as follows: January 28, April 22, July 22, and October 28

IX. ***Financial Report: (Provider information only)*** Dr. Mason from Oasis Counseling Center reported that balance is the same (\$700.00) with no new transactions since the previous meeting.

X. ***Provider Reports:***

Divine Behavioral Services

***Notified committee of addition of "Life Day Treatment" service to already licensed program**

of Clients served: 50

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: Yes – new service indicated above

Divine House, LLC:

of Clients served: 5

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

F.A.C.E.S. Community Services:

of Clients served: 44
Serious Incidents: 0
Allegations of Abuse: **6**
Complaints: 0
Restraints Used: 0
Are there any Program Changes: No
Are there any Additional Services: No

Harmony House:

***Notified committee of adding new locations: 1) 101 St. George Drive, Yorktown, VA 23693; 2) 35 Albany Drive, Hampton VA 23666**
of Clients served: 3
Serious Incidents: 0
Allegations of Abuse: 0
Complaints: 0
Restraints Used: 0
Are there any Program Changes: Yes – new locations indicated above
Are there any Additional Services: No

New Hope Family & Youth Relations, Inc.:

of Clients served: 20
Serious Incidents: 0
Allegations of Abuse: 0
Complaints: 0
Restraints Used: 0
Are there any Program Changes: No
Are there any Additional Services: No

Oasis Counseling Center:

***Requested affiliation for new service: Mental Health Support Services.
LHRC motioned and approved affiliation. LHRC motioned and approved
behavior management and rules of conduct for program.**

of Clients served: 20

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: Yes – new service indicated above

Open Hearts Services, LLC:

***No report from provider. Not present at meeting.**

of Clients served:

Serious Incidents:

Allegations of Abuse:

Complaints:

Restraints Used:

Are there any Program Changes:

Are there any Additional Services:

Pathways Developmental Services, Inc.:

of Clients served: 68

Serious Incidents: 0

Allegations of Abuse: **1**

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

Peaceful Surrounding, LLC:

***No report from provider. Not present at meeting.**

of Clients served:

Serious Incidents:

Allegations of Abuse:

Complaints:

Restraints Used:

Are there any Program Changes:

Are there any Additional Services:

Rosezanne's Ark, LLC:

***Notified committee that company is changing name to "The Arkk Group" and relocating to new address: 355 Crawford Street, Suite 333 Portsmouth, VA 23704**

of Clients served: 18 (Community Based Day Support: 7; Residential Group

Home: 11)

Serious Incidents: 0

Allegations of Abuse: No

Complaints: **1**

Restraints Used: 0

Are there any Program Changes: Yes – name change and address change indicated above

Are there any Additional Services: No

Superior Community Services, LLC:

of Clients served: 4

Serious Incidents: 0

Allegations of Abuse: 0

Complaints: 0

Restraints Used: 0

Are there any Program Changes: No

Are there any Additional Services: No

XI. ***Public Comment Period:*** There were no individuals who wished to address the committee during the public comment period.

XII. ***Future Meeting Location and Schedule:*** The committee members established the following dates for future meetings--

Scheduled Meetings for 2013:

- a. ***1/28/2013 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Chesapeake, VA 23321 757-478-8814
- b. ***4/22/2013 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Chesapeake, VA 23321 757-478-8814
- c. ***7/22/2013 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Chesapeake, VA 23321 757-478-8814
- d. ***10/28/2013 @ 9:00am*** at F.A.C.E.S. Community Services located at 3500 Tejo Lane, Chesapeake, VA 23321 757-478-8814

XIII. ***Closed Session:*** 2.2-3711A (Entered Closed Session)

A motion was made and approved to go into closed session, per VA Code 2.2-3711A, to review the following: abuse/complaint/serious incident reports for F.A.C.E.S. Community Services, Rosezanne's Ark, and Pathways Developmental Services.

The LHRC then voted to come out of closed session. Upon entering into open session, each member certified that only the above noted items were discussed while in closed session.

There were no recommendations.

XIV. ***Adjournment:*** Meeting was adjourned at 11:15 pm.